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County Executive

## ***COUNTY EXECUTIVE***

### ***Mission***

#### **County Executive**

The County Executive provides strategic and policy direction to county government as an innovative, world-class regional provider of public health, safety, transportation, environmental and human services. The County Executive also establishes a vision for the region's future through comprehensive planning that addresses the challenges of the future while continuing prudent fiscal management of resources.

### ***ISSUES AND PRIORITIES***

The election of a new County Executive in November 2009 will mark a transition point for the office and for King County government as a whole.

This budget reflects that transition as it will bridge the tenures of two different Executives: the one who proposes it and the one who signs and works within its parameters in the coming year.

One thing that is not expected to change through the transition is the County Executive's responsibility for providing policy direction and setting priorities for the county to provide vital regional

services that deliver the highest possible quality of life to the county's 1.9 million residents.

With the county's structural imbalance and financial challenges projected to continue in the near term, prudent fiscal practices will continue to be paramount. In addition, planning for responding to the potential flooding of the Green River Valley and the return of H1N1 remain critical.

In response to the significant fiscal challenges facing King County and in order to preserve direct county services and mandatory functions, the County Executive directed that at all Executive Office agencies make reductions of at least ten percent. The proposed budgets for the Offices of the County Executive which include the County Executive, the Office of the Executive, the Office of Management and Budget, the Office of Strategic Planning and Performance Management, and the Office of Information Resource Management, reflect that commitment. The executive proposed budget includes reductions for Executive Office agencies totaling \$2,619,429, a 12.3 percent reduction from status quo budget projections. The reductions comprise 11 full time equivalent positions and five term limited positions. Additionally, the Executive fellow program which is budgeted in the Department of Natural Resources and Parks Administration is eliminated, resulting in a reduction of two positions and \$206,324.

#### **Executive Offices**

#### **Reductions**

County Executive	\$0
Office of the Executive	(\$1,025,383)
Office of Management and Budget	(\$487,603)
Office of Strategic Planning and Performance Management	(\$374,285)
Office of Information Resource Management	(\$732,158)
<b>Total</b>	<b>(\$2,619,429)</b>

## 2010 Proposed Budget for County Executive 0010/0110

Code	Item	Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>					
<b>GG</b>					
		2009 Adopted	324,710	2.00	0.00
		Status Quo**	9,337	0.00	0.00
		<b>Status Quo Budget</b>	<b>334,047</b>	<b>2.00</b>	<b>0.00</b>
<b>Contra Add Back</b>			<b>0</b>		
<b>Operational Shutdown Savings</b>					
CR45		Operational Shutdown Savings Contra	(3,074)	0.00	0.00
			<b>(3,074)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>					
CR01		Flexible Benefits	(1,128)	0.00	0.00
CR07		Technology Services Operations & Maintenance Charge	8	0.00	0.00
CR08		Technology Services Infrastructure Charge	209	0.00	0.00
CR10		Office of Information Resource Mgmt Ops Charge/Rebate	(156)	0.00	0.00
CR25		Financial Services Charge	(245)	0.00	0.00
CR26		Retirement Rate Adjustment	(6,827)	0.00	0.00
CR27		Industrial Insurance Rate Adjustment	(18)	0.00	0.00
CR37		Facilities Management Strategic Initiative	11	0.00	0.00
CR39		COLA Adjustment	(186)	0.00	0.00
CR40		Merit Adjustment	(45)	0.00	0.00
			<b>(8,377)</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2010</b>			<b>(11,451)</b>	<b>0.00</b>	<b>0.00</b>
<b>2010 Proposed Budget</b>			<b>322,596</b>	<b>2.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

\*\*\* Please see Budget Transparency Section table at the end of the program plan pages for section information as identified in the Budget Transparency Ordinance No. 16445.

County Executive

## ***PROGRAM HIGHLIGHTS***

### **County Executive**

The total 2010 Executive Proposed Budget for the County Executive is \$322,596 and includes funding for 2.0 FTEs – the County Executive and the County Executive’s assistant.

#### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$3,074).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

#### **Technical Adjustments**

**Central Rate Adjustments – (\$8,377).** This series of adjustments captures the net effect of countywide charges and results in a \$8,377 reduction in charges to the County Executive budget. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive’s commitment to creating an efficient government and making administrative reductions before direct service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive’s strategy to address the General Fund deficit, and benefit all county agencies.

**2010 Proposed Budget for Office of the Executive  
0010/0120**

Code	Item Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>				
<b>GG</b>				
	2009 Adopted	4,056,360	25.00	3.00
	Status Quo**	224,111	0.00	0.00
	<b>Status Quo Budget</b>	<b>4,280,471</b>	<b>25.00</b>	<b>3.00</b>
	<b>Contra Add Back</b>	<b>139,786</b>		
<b>Annexations/Incorporations</b>				
AX04	North Highline Annexation	(6,365)	0.00	0.00
		<b>(6,365)</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Executive Office Realignment Reductions	(1,025,383)	(5.00)	(3.00)
		<b>(1,025,383)</b>	<b>(5.00)</b>	<b>(3.00)</b>
<b>Operational Shutdown Savings</b>				
CR45	Operational Shutdown Savings Contra	(90,675)	0.00	0.00
		<b>(90,675)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>				
CR01	Flexible Benefits	(15,228)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(109,678)	0.00	0.00
CR08	Technology Services Infrastructure Charge	6,342	0.00	0.00
CR10	Office of Information Resource Mgmt Ops Charge/Rebate	(2,206)	0.00	0.00
CR11	Telecommunications Services	2,121	0.00	0.00
CR12	Telecommunications Overhead	(544)	0.00	0.00
CR13	Motor Pool Usage Charge	147	0.00	0.00
CR14	Facilities Management Space Charge	10,713	0.00	0.00
CR16	Radio Access	(94)	0.00	0.00
CR17	Radio Maintenance	64	0.00	0.00
CR18	Radio Direct Charges	3,115	0.00	0.00
CR22	Long Term Leases	(51,647)	0.00	0.00
CR25	Financial Services Charge	14,113	0.00	0.00
CR26	Retirement Rate Adjustment	(73,627)	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(378)	0.00	0.00
CR35	Underexpenditure Contra	15,897	0.00	0.00
CR36	Property Services Lease Administration Fee	4,570	0.00	0.00
CR37	Facilities Management Strategic Initiative	148	0.00	0.00
CR39	COLA Adjustment	(22,487)	0.00	0.00
CR40	Merit Adjustment	(1,802)	0.00	0.00
CR44	DES LAN Administration Costs	58,131	0.00	0.00
		<b>(162,330)</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2010</b>		<b>(1,284,753)</b>	<b>(5.00)</b>	<b>(3.00)</b>
<b>2010 Proposed Budget</b>		<b>3,135,504</b>	<b>20.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

\*\*\* Please see Budget Transparency Section table at the end of the program plan pages for section information as identified in the Budget Transparency Ordinance No. 16445.

**Office of the Executive**

## **Office of the Executive**

The total 2010 Executive Proposed Budget for the Office of the Executive is \$3,135,504 and includes funding for 20.0 FTEs

### **Annexations/Incorporations**

**North Highline Annexation – (\$6,365).** On August 18, 2009, the residents of the southern portion of North Highline voted to annex to the City of Burien. The annexation is expected to be effective March 2, 2010. Because responsibility for providing local services to the approximately 14,350 residents of the area will shift to Burien, King County will experience savings across multiple agencies. The annexation will result in an allocated reduction of \$6,365 for the Office of the Executive for the last ten months of 2010.

### **Increased Efficiencies/ Reduced Costs**

**Executive Office Realignment Reductions – (\$1,025,383) / (5.00) FTEs / (3.00) TLTs.** The proposed budget for the Office of the Executive reduces five full time equivalent positions and three term limited positions. The reduction eliminates the Deputy Chief of Staff position, thereby consolidating authority with the Chief of Staff. Further positions reduced scale back or eliminate resources devoted to intergovernmental and community relations, climate change, sustainability and administrative staffing. Additionally, the Executive fellow program is eliminated, reducing \$206,324 and two term-limited positions and that were budgeted in the Department of Natural Resources and Parks Administration. Funding and full time equivalent authority remains for 20 positions as follows:

Administrative Staff Assistant	3
County Executive Assitant II	1
County Executive Assistant III	3
Executive Program Assistant I	3
Executive Program Assistant II	1
Executive Program Assistant III	7
Deputy County Executive	1
Chief of Staff	1
Total Positions	20

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$90,675).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Technical Adjustments**

**Central Rate Adjustments – (\$162,330).** This series of adjustments captures the net effect of countywide charges and results in a \$162,330 reduction in charges to the Office of the Executive. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive's commitment to creating an efficient government and making administrative reductions before direct service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

## 2010 Proposed Budget for Office of Management and Budget 0010/0140

Code	Item	Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>					
<b>GG</b>					
		2009 Adopted	4,708,699	34.00	0.00
		Status Quo**	100,245	0.00	0.00
		<b>Status Quo Budget</b>	<b>4,808,944</b>	<b>34.00</b>	<b>0.00</b>
		<b>Contra Add Back</b>	<b>144,596</b>		
<b>Annexations/Incorporations</b>					
AX04		North Highline Annexation	(7,151)	0.00	0.00
			<b>(7,151)</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>					
AS01		Realign Staffing	(348,804)	(3.00)	0.00
AS02		Reduction in Contracts & Printing	(57,849)	0.00	0.00
AS03		Revenue in Lieu of Reduction (\$80,950)	0	0.00	0.00
			<b>(406,653)</b>	<b>(3.00)</b>	<b>0.00</b>
<b>Operational Shutdown Savings</b>					
CR45		Operational Shutdown Savings Contra	(122,178)	0.00	0.00
			<b>(122,178)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>					
CR01		Flexible Benefits	(19,176)	0.00	0.00
CR07		Technology Services Operations & Maintenance Charge	(127,548)	0.00	0.00
CR08		Technology Services Infrastructure Charge	(8,243)	0.00	0.00
CR09		Geographic Information Systems Charge	22,546	0.00	0.00
CR10		Office of Information Resource Mgmt Ops Charge/Rebate	(7,691)	0.00	0.00
CR11		Telecommunications Services	1,193	0.00	0.00
CR12		Telecommunications Overhead	(657)	0.00	0.00
CR13		Motor Pool Usage Charge	464	0.00	0.00
CR14		Facilities Management Space Charge	(7,365)	0.00	0.00
CR16		Radio Access	(404)	0.00	0.00
CR17		Radio Maintenance	(143)	0.00	0.00
CR22		Long Term Leases	(52,484)	0.00	0.00
CR25		Financial Services Charge	(18,539)	0.00	0.00
CR26		Retirement Rate Adjustment	(80,840)	0.00	0.00
CR27		Industrial Insurance Rate Adjustment	(319)	0.00	0.00
CR35		Underexpenditure Contra	9,768	0.00	0.00
CR36		Property Services Lease Administration Fee	3,319	0.00	0.00
CR37		Facilities Management Strategic Initiative	79	0.00	0.00
CR39		COLA Adjustment	(6,387)	0.00	0.00
CR40		Merit Adjustment	(2,287)	0.00	0.00
CR44		DES LAN Administration Costs	58,131	0.00	0.00
			<b>(236,583)</b>	<b>0.00</b>	<b>0.00</b>
		<b>Total Change Items in 2010</b>	<b>(772,565)</b>	<b>(3.00)</b>	<b>0.00</b>
		<b>2010 Proposed Budget</b>	<b>4,180,975</b>	<b>31.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

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Office of Management and Budget



## **Office of Management and Budget**

The total 2010 Executive Proposed Budget for the Office of Management and Budget (OMB) is \$4,180,975 and includes funding for 31.00 FTEs.

### **Annexations/Incorporations**

**North Highline Annexation – (\$7,151).** On August 18, 2009, the residents of the southern portion of North Highline voted to annex to the City of Burien. The annexation is expected to be effective March 2, 2010. Because responsibility for providing local services to the approximately 14,350 residents of the area will shift to Burien, King County will experience savings across multiple agencies. The annexation will result in an allocated reduction of \$7,151 for OMB for the last ten months of 2010.

### **Increased Efficiencies/Reduced Costs**

**Realign Staffing – (\$348,804) / (3.00) FTEs.** OMB proposes reduction of three positions reflecting increased efficiencies and the refocusing of resources on core budget functions. The positions proposed for reduction are the assistant economist budget analyst II, one internal audit staff position, and an administrative staff assistant. Additionally, a \$66,056 contra is established in loan-out labor to reflect the sharing of administrative resources between OMB and the Office of Strategic Planning and Performance Management.

**Contracts and Printing Reduction – (\$57,849).** Reductions of \$15,000 in printing and \$42,849 in consulting resources are proposed. These reductions reflect increased efficiencies and scaling back of resources available for ad hoc analyses.

**Capital Project Revenue in Lieu of Reduction – \$80,950 Revenue.** In response to the 2007 consultant recommendations pertaining to capital program accountability, both the Council Auditor and OMB have increased staffing levels. This staffing increase was necessary to accomplish an increased capital project monitoring and reporting body of work. OMB will implement direct billing for capital project services provided by an OMB analyst focused on CIP reporting and monitoring. This targeted reimbursement model is similar to the Council Auditor's capital oversight cost recovery structure.

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$122,178).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Technical Adjustments**

**Central Rate Adjustments – (\$236,583).** This series of adjustments captures the net effect of countywide charges and results in a \$236,583 reduction in charges to the Office of Management and Budget. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County

Executive's commitment to creating an efficient government and making administrative reductions before direct

service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

**2010 Proposed Budget for Office of Strategic Planning and  
Performance Management 0010/0180**

Code	Item	Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>					
<b>GG</b>					
		2009 Adopted	3,955,122	26.00	1.00
		Status Quo**	130,610	0.00	0.00
		<b>Status Quo Budget</b>	<b>4,085,732</b>	<b>26.00</b>	<b>1.00</b>
		<b>Contra Add Back</b>	<b>120,643</b>		
<b>Annexations/Incorporations</b>					
AX04		North Highline Annexation	(6,160)	0.00	0.00
			<b>(6,160)</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>					
AS01		Realignment of Staffing Resources	(204,771)	(1.00)	(1.00)
AS02		Reduction of Printing/Graphic Arts and Consulting Services	(33,739)	0.00	0.00
			<b>(238,510)</b>	<b>(1.00)</b>	<b>(1.00)</b>
<b>Operational Shutdown Savings</b>					
CR45		Operational Shutdown Savings Contra	(102,904)	0.00	0.00
			<b>(102,904)</b>	<b>0.00</b>	<b>0.00</b>
<b>Service Delivery Change/Reduced Costs</b>					
AS03		Reduction of Subcontracts	(135,775)	0.00	0.00
			<b>(135,775)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>					
CR01		Flexible Benefits	(15,228)	0.00	0.00
CR07		Technology Services Operations & Maintenance Charge	(57,022)	0.00	0.00
CR08		Technology Services Infrastructure Charge	9,610	0.00	0.00
CR09		Geographic Information Systems Charge	(20,910)	0.00	0.00
CR10		Office of Information Resource Mgmt Ops Charge/Rebate	1,883	0.00	0.00
CR11		Telecommunications Services	(237)	0.00	0.00
CR12		Telecommunications Overhead	(525)	0.00	0.00
CR13		Motor Pool Usage Charge	(6,970)	0.00	0.00
CR14		Facilities Management Space Charge	(13,846)	0.00	0.00
CR22		Long Term Leases	(20,621)	0.00	0.00
CR25		Financial Services Charge	24,815	0.00	0.00
CR26		Retirement Rate Adjustment	(67,836)	0.00	0.00
CR27		Industrial Insurance Rate Adjustment	(273)	0.00	0.00
CR35		Underexpenditure Contra	9,079	0.00	0.00
CR36		Property Services Lease Administration Fee	1,087	0.00	0.00
CR37		Facilities Management Strategic Initiative	223	0.00	0.00
CR39		COLA Adjustment	(5,689)	0.00	0.00
CR40		Merit Adjustment	(2,612)	0.00	0.00
CR44		DES LAN Administration Costs	29,065	0.00	0.00
			<b>(136,007)</b>	<b>0.00</b>	<b>0.00</b>
		<b>Total Change Items in 2010</b>	<b>(619,356)</b>	<b>(1.00)</b>	<b>(1.00)</b>
		<b>2010 Proposed Budget</b>	<b>3,587,019</b>	<b>25.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

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**Office of Strategic Planning and Performance Management**

## **Office of Strategic Planning and Performance Management (OSPPM)**

The 2010 Executive Proposed Budget for the Office of Strategic Planning and Performance Management is \$3,587,019 and includes funding for 25.00 FTEs.

### **Annexations/Incorporations**

**North Highline Annexation – (\$6,160).** On August 18, 2009, the residents of the southern portion of North Highline voted to annex to the City of Burien. The annexation is expected to be effective March 2, 2010. Because responsibility for providing local services to the approximately 14,350 residents of the area will shift to Burien, King County will experience savings across multiple agencies. The annexation will result in an allocated reduction of \$6,160 for the OSPPM for the last ten months of 2010.

### **Increased Efficiencies/Reduced Costs**

**Realignment of Staffing Resources – (\$204,771) / (1.00) FTE / (1.00) TLT.** OSPPM proposes the reduction of one full time equivalent position from the Economic Development section and one term-limited position from the Strategic Planning section. The realignment also converts a Confidential Secretary position to an Executive Program Assistant III classification to better support the strategic planning directives of the office. An addition of \$66,056 to loan-in labor reflects the sharing of administrative resources between the Office of Management and Budget and OSPPM.

**Reduction of Printing/Graphic Arts and Consulting Services – (\$33,739).** This proposal reduces OSPPM's printing and graphic arts services budget as well as consulting by \$33,739.

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$102,904).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Service Delivery Change/Reduced Costs**

**Reduction of Subcontracts – (\$135,775).** This proposal eliminates discretionary Economic Development contributions to the following organizations:

enterpriseSeattle	\$60,300
Trade Development Alliance	\$47,459
Worker Center	\$28,016

### **Technical Adjustments**

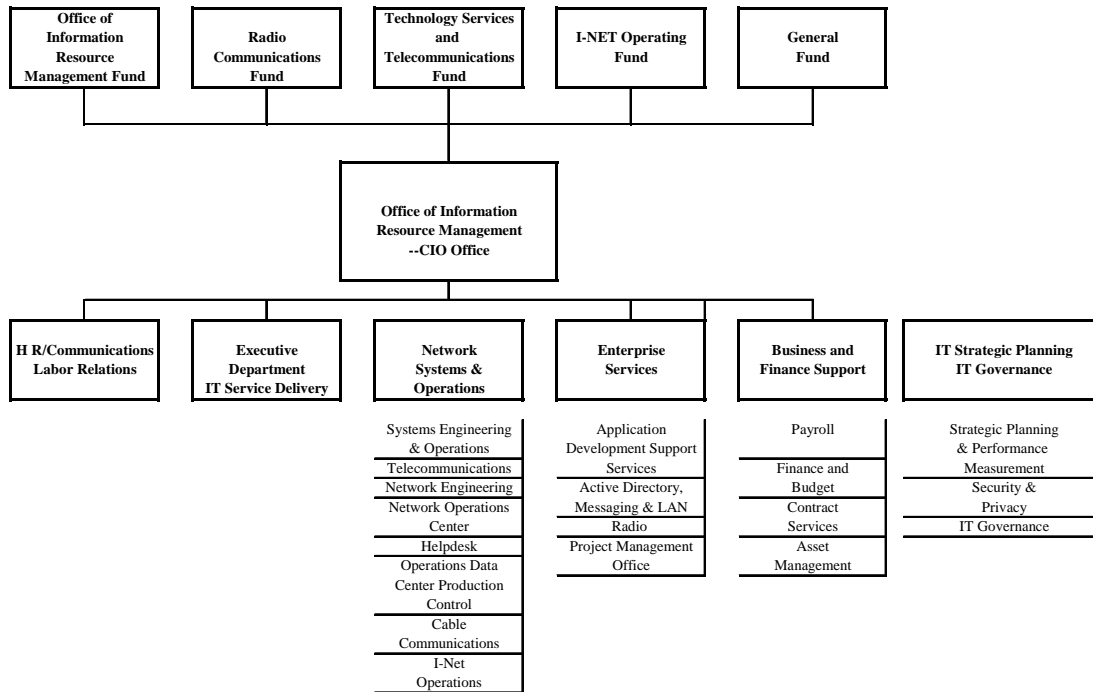
**Central Rate Adjustments – (\$136,007).** This series of adjustments captures the net effect of countywide charges and results in a \$136,007 reduction in charges to OSPPM. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive's commitment to creating an

efficient government and making administrative reductions before direct service reductions. The efforts of

central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

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Office of Information  
Resource Management



## ***Office of Information Resource Management***

### ***Mission***

#### **OIRM**

King County's technology vision is identified in the Strategic Plan as: "all county information and information-based services are cost-effective, reliable, and easy to access and use by the public, private companies, and internal staff through web-based technologies with appropriate security and privacy controls."

### ***ISSUES AND PRIORITIES***

The Office of Information Resource Management (OIRM) leads the development of an information technology (IT) framework using a portfolio management approach and facilitates the adoption of this approach through the county's technology governance process. In addition, OIRM leads efforts to develop IT standards, policies and, guidelines for countywide use. As part of this program, OIRM provides support and leadership for pilot programs and initiatives that lead to a standard technology solution that county agencies can

use to support their service delivery. OIRM also provides enterprise IT services and solutions, manages enterprise IT projects, and supplements departmental IT solutions and services when needed. OIRM maintains six operating funds with annual budgets totaling over \$40 million and manages some major IT capital funds.

OIRM operates to implement the King County IT Strategic Technology plan that has four strategic technology goals. These goals drive all existing investments and where possible, operational activities. The four goals are:

1. Increased efficiency
2. Broader public access to services or improved customer service
3. Improved transparency and accountability for decisions
4. Enhanced risk management

OIRM works cooperatively with all county agencies and all branches of county government to promote a standardized and cost effective approach to delivering and operating information technology that incorporates strategic technology direction. The information technology governance structure provides the means to facilitate a common understanding of the efficiencies and effectiveness that are possible through standardization and coordination of resources. The IT reorganization project is one functional application of the above stated goals. The project was initiated in 2007 and continues to demonstrate progress toward these goals. The IT reorganization project has transformed the executive branch organizational structure and has deployed IT initiatives which have consolidated servers, standardized workstations, and implemented service center and service delivery improvements. To date, 15.00 FTEs have been reduced, 6.50 of those in the 2010 Proposed Budget. IT reorganization savings in 2010 will be approximately \$900,000, with additional savings anticipated as the executive branch phase of the project is completed.

In light of the county's challenging financial situation, OIRM's top priority for 2010 is to continue pursuing identified IT strategic objectives and goals, leveraging efficiencies, and implementation of various cost savings measures. Some of the programs and activities include:

- Countywide roll-out of Internet Protocol Telephony
- I-Net equipment replacement
- Law Safety Justice Integration Document Exchange



- Expanded Videoconferencing Capabilities
- Countywide Telecom Guidelines
- Implementation of IT reorganization initiatives including multi-year IT procurement contracting practices
- Support for countywide initiatives such as ABT and Green River flood planning.

**2010 Proposed Budget for Office of Information Resource  
Management 5471/1550M**

Code	Item	Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>					
<b>GG</b>					
		2009 Adopted	7,034,426	29.00	1.50
		Status Quo**	343,207	0.00	0.00
		<b>Status Quo Budget</b>	<b>7,377,633</b>	<b>29.00</b>	<b>1.50</b>
<b>Contra Add Back</b>			<b>0</b>		
<b>Increased Efficiencies/Reduced Costs</b>					
AS01		Increased Efficiencies	(653,793)	(1.50)	(0.50)
CS10		IT Reorganization	(78,365)	(0.50)	0.00
			<b>(732,158)</b>	<b>(2.00)</b>	<b>(0.50)</b>
<b>Operational Shutdown Savings</b>					
CR45		Operational Shutdown Savings Contra	(127,353)	0.00	0.00
			<b>(127,353)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>					
TA50		Revenue Adjustment	0	0.00	0.00
CR01		Flexible Benefits	(17,202)	0.00	0.00
CR05		General Fund Overhead Cost Allocation	5,350	0.00	0.00
CR07		Technology Services Operations & Maintenance Charge	(28,309)	0.00	0.00
CR08		Technology Services Infrastructure Charge	1,834	0.00	0.00
CR10		Office of Information Resource Mgmt Ops Charge/Rebate	(2,897)	0.00	0.00
CR11		Telecommunications Services	(8,206)	0.00	0.00
CR12		Telecommunications Overhead	(3,675)	0.00	0.00
CR14		Facilities Management Space Charge	(41,935)	0.00	0.00
CR15		Insurance Charges	(614)	0.00	0.00
CR20		Prosecuting Attorney Civil Division Charge	1,365	0.00	0.00
CR21		Debt Service Adjustment	(59,006)	0.00	0.00
CR22		Long Term Leases	(91,101)	0.00	0.00
CR25		Financial Services Charge	26,502	0.00	0.00
CR26		Retirement Rate Adjustment	(81,515)	0.00	0.00
CR27		Industrial Insurance Rate Adjustment	(275)	0.00	0.00
CR30		Printing Loan Recovery	(635)	0.00	0.00
CR36		Property Services Lease Administration Fee	(1,267)	0.00	0.00
CR37		Facilities Management Strategic Initiative	145	0.00	0.00
CR38		Major Maintenance Repair Fund	(3,842)	0.00	0.00
CR39		COLA Adjustment	(7,593)	0.00	0.00
CR40		Merit Adjustment	(1,996)	0.00	0.00
CR46		Countywide Strategic Technology Projects	(5,121)	0.00	0.00
			<b>(319,993)</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2010</b>			<b>(1,179,504)</b>	<b>(2.00)</b>	<b>(0.50)</b>
<b>2010 Proposed Budget</b>			<b>6,198,129</b>	<b>27.00</b>	<b>1.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

\*\*\* Please see Budget Transparency Section table at the end of the program plan pages for section information as identified in the Budget Transparency Ordinance No. 16445.

## **Office of Information Resource Management Operating Fund**

The total 2010 Executive Proposed Budget for the Office of Information Resource Management (OIRM) Fund is \$6,198,129 and includes funding for 27.00 FTEs and 1.00 TLT.

### **Increased Efficiencies/Reduced Costs**

**Increased Efficiencies – (\$653,793) / (1.50) FTEs / (0.50) TLT.** This reduction implements efficiencies and reductions in cost reflecting a scaling back of resources in order to reduce costs to client agencies and achieve a total reduction in expenditures. One IT enterprise manager position, a part-time business and finance term-limited position, and one half of a strategic planning position are proposed for reduction. In addition to those savings, reductions have been made to appropriations for printing and graphics services, salary and wage contingency, advertising, consulting, and cell phones and pagers. These efficiencies have contributed to a reduction in the OIRM internal service charge of 14 percent from the 2009 level.

**IT Reorganization – (\$78,365) / (0.50) FTE.** As part of the IT reorganization this proposal reduces the budget for one half of a vacant strategic information manager position.

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$127,353).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Technical Adjustments**

**Central Rate Adjustment – (\$319,993).** This series of adjustments captures the net effect of countywide charges and results in a \$319,993 reduction in charges to OIRM. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive's commitment to creating an efficient government and making administrative reductions before direct service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

### **Information Technology (IT) Capital Projects**

These IT projects are budgeted separately in Capital Fund 3771 and are included here to provide a full representation of budget changes related to OIRM.

**OIRM IT Reorganization – \$954,860.** This project will implement a new organizational structure for King County Information Technology (IT) that will enable improved IT services and more efficient IT operations. In Phase 1, which will be substantially complete by the end of 2009, this program will implement the consolidated Information Technology organization for Executive branch departments. There are five major initiatives within the program: organization transition, enterprise architecture (originally combined with organization transition), service desk (also called service center build out), server consolidation, and workstation standardization. *This*

appropriation, which will complete Phase 1 of the project, was also requested as a second quarter supplemental appropriation, but as of this writing, the outcome of that request has not been determined.

**OIRM LSJ-I Document Exchange – \$961,345.** This project provides for the development an Integrated Document Exchange (IDX) system for King County law, safety, and justice agencies. Criminal justice operations within the King County government, and across the region and country are moving toward a paradigm in which documents are managed in a dual context: (1) documents remain the “container” or “structure” of how information about criminal justice events are presented to the public, within a courtroom, and across operations and (2) documents are managed as digital records (i.e., they are “objects” comprised of “elements”). King County law, safety and justice agencies have varying levels of digital data and document automation technology. The IDX will enable the county's criminal justice operations to receive both digital documents and/or XML data feeds, digest those feeds, store the data into systems of record, and produce and transmit digital documents as applicable. This appropriation will fund the development and implementation of the IDX system.

5471/1550M  
Information Resource Management Fund/Office of Information Resource Management

	2008 Actual <sup>1</sup>	2009 Adopted	2009 Estimated	2010 Proposed	2011 Projected <sup>3</sup>	2012 Projected <sup>3</sup>
<b>Beginning Fund Balance</b>	1,663,715	1,651,855	2,417,011	2,030,269	1,655,184	1,281,748
<b>Revenues</b>						
* Internal Services Rates Revenues	4,008,596	4,117,950	4,117,950	3,542,380	3,648,651	3,758,111
* Revenues from other OIRM funds	2,506,199	2,706,357	2,706,357	2,617,693	2,696,224	2,777,111
* One-time Rebate				(500,000)	(500,000)	
* Miscellaneous Revenues	70,756	100,000	100,000	70,000	70,000	70,000
<b>Total Revenues</b>	6,585,551	6,924,307	6,924,307	5,730,073	5,914,875	6,605,221
<b>Expenditures</b>						
* Operating Expenditures	(6,132,255)	(7,034,426)	(7,034,426)	(6,198,129)	(6,384,073)	(6,575,595)
* Budget Carryover			(8,955)			
<b>Total Expenditures</b>	(6,132,255)	(7,034,426)	(7,043,381)	(6,198,129)	(6,384,073)	(6,575,595)
<b>Estimated Underexpenditures <sup>2</sup></b>		105,516	105,651	92,972	95,761	98,634
<b>Other Fund Transactions</b>						
* Equity Transfers	300,000					
* 2009 Rebate			(373,319)			
<b>Total Other Fund Transactions</b>	300,000	0	(373,319)	0	0	0
<b>Ending Fund Balance</b>	2,417,011	1,647,252	2,030,269	1,655,184	1,281,748	1,410,008
<b>Reserves &amp; Designations</b>						
* Compensated Absences <sup>5</sup>	(327,337)	(343,703)	(343,703)	(360,889)	(378,933)	(397,880)
* Rate Stabilization	(1,323,143)	(424,245)	(424,245)	(519,530)		
<b>Total Reserves &amp; Designations</b>	(1,650,479)	(767,949)	(767,949)	(880,418)	(378,933)	(397,880)
<b>Ending Undesignated Fund Balance</b>	766,532	879,303	1,262,320	774,766	902,815	1,012,128
<b>Target Fund Balance <sup>4</sup></b>	<b>766,532</b>	<b>879,303</b>	<b>879,303</b>	<b>774,766</b>	<b>798,009</b>	<b>821,949</b>

**Financial Plan Notes:**

<sup>1</sup> 2008 Actual is based on the final 14th month report.

<sup>2</sup> Estimated underexpenditure is 1.5% of operating expenditures

<sup>3</sup> 2011 and 2012 Projected are based on 3% rate increase for internal service charges and 3% for charges from other funds. Expenditure assumed to increase by 3% annually

<sup>4</sup> Target fund balance is based on 1.5 month of operating expenditures

<sup>5</sup> Compensated absences was based on 2007 CAFR with 5% growth in the outyears

**2010 Proposed Budget for OIRM--Technology Services  
5531/0432**

Code	Item Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>				
<b>GG</b>				
	2009 Adopted	29,414,668	127.00	3.00
	Status Quo**	2,070,535	0.00	0.00
	<b>Status Quo Budget</b>	<b>31,485,203</b>	<b>127.00</b>	<b>3.00</b>
<b>Contra Add Back</b>		<b>0</b>		
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Base Budget Reprioritization and Reduction	(338,220)	0.00	0.00
AS02	TLT Reduction	(105,279)	0.00	(1.00)
CS01	Miscellaneous Reductions	(139,000)	0.00	0.00
CS02	Deferred Non-Network Equipment Replacement Contribution	(138,000)	0.00	0.00
CS10	IT Reorganization	(970,878)	(7.00)	0.00
		<b>(1,691,377)</b>	<b>(7.00)</b>	<b>(1.00)</b>
<b>Operational Shutdown Savings</b>				
CR45	Operational Shutdown Savings Contra	(432,863)	0.00	0.00
		<b>(432,863)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>				
TA50	Revenue Adjustment	0	0.00	0.00
CR01	Flexible Benefits	(73,320)	0.00	0.00
CR05	General Fund Overhead Cost Allocation	(35,168)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(535,816)	0.00	0.00
CR08	Technology Services Infrastructure Charge	(134,120)	0.00	0.00
CR09	Geographic Information Systems Charge	(33)	0.00	0.00
CR10	Office of Information Resource Mgmt Ops Charge/Rebate	(11,239)	0.00	0.00
CR12	Telecommunications Overhead	(25)	0.00	0.00
CR13	Motor Pool Usage Charge	10,313	0.00	0.00
CR16	Radio Access	(94)	0.00	0.00
CR17	Radio Maintenance	64	0.00	0.00
CR18	Radio Direct Charges	(1,058)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	(1,692)	0.00	0.00
CR21	Debt Service Adjustment	(2)	0.00	0.00
CR22	Long Term Leases	(669,527)	0.00	0.00
CR25	Financial Services Charge	(34,681)	0.00	0.00
CR26	Retirement Rate Adjustment	(314,349)	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(1,169)	0.00	0.00
CR29	Wastewater Vehicles	293	0.00	0.00
CR36	Property Services Lease Administration Fee	(8,659)	0.00	0.00
CR37	Facilities Management Strategic Initiative	571	0.00	0.00
CR39	COLA Adjustment	(21,791)	0.00	0.00
CR40	Merit Adjustment	(7,637)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(21,828)	0.00	0.00
		<b>(1,860,967)</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2010</b>		<b>(3,985,207)</b>	<b>(7.00)</b>	<b>(1.00)</b>
<b>2010 Proposed Budget</b>		<b>27,499,996</b>	<b>120.00</b>	<b>2.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

\*\*\* Please see Budget Transparency Section table at the end of the program plan pages for section information as identified in the Budget Transparency Ordinance No. 16445.

**OIRM--Technology Services**

## **OIRM – Technology Services**

The total 2010 Executive Proposed Budget for Technology Services is \$27,499,996 and includes funding for 120.00 FTEs and 2.00 TLTs.

### **Increased Efficiencies/Reduced Costs**

**Base Budget Reprioritization and Reductions – (\$338,220).** This proposal reduces appropriation for PERS 1 retirement payouts, salary and wage contingency, systems services, business continuity, and loan-out labor. These reductions adjust accounts to more accurately reflect actual spending. Other portions of the adjustment include increases for vendor costs for support and maintenance of county wide area network equipment, and email encryption and secured file transfer protocol (FTP) costs, which will be included in 2010 rates.

**Reduce Term-Limited Engineer Position – (\$105,279) / (1.00) TLT.** This reduces one vacant engineer position that is no longer needed to maintain current service levels.

**Miscellaneous Reductions – (\$139,000).** This request reduces funding for data processing supplies and data center racks and adjusts various supplies and services accounts to match current needs. The reductions will not impact the services provided by the department, but will lead to a reduction in rates.

**Deferred Non-Network Equipment Replacement Contribution – (\$138,000).** In accordance with the 2010 IT Budget Advisory, contributions to equipment replacement for servers, data center, and mainframe equipment are being deferred. There is adequate funding maintained for contingency needs should equipment unexpectedly fail in 2010. This will cause a temporary reduction in rates while replacement is deferred.

**IT Reorganization – (\$970,878) / (7.00) FTEs.** In keeping with the objectives of IT reorganization, this proposal eliminates a vacant IT manager and a network engineer position, transfers four Local Area Network (LAN) Administrator positions to Department of Executive Services Administration and shifts an application development analyst to Elections. The transfers increase accountability for decisions by deploying staff to the agencies directly served. The expenditure for the Verdiem annual license maintenance and support costs are transferred to the Facilities Management Division (FMD), as FMD is realizing the savings in electricity costs resulting from the power management software. Additional reductions are made to contracts for mainframe equipment and printers.

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$432,863).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Technical Adjustments**

**Central Rate Adjustment – (\$1,860,967).** This series of adjustments captures the net effect of countywide charges and results in a \$1,860,967 reduction in charges to OIRM Technology

Services. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive's commitment to creating an efficient government and making administrative reductions before direct service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

#### Tech Services - OIRM / 5531

	2008 Actual <sup>1</sup>	2009 Adopted	2009 Estimated	2010 Proposed	2011 Projected <sup>2</sup>	2012 Projected <sup>2</sup>
<b>Beginning Fund Balance</b>	<b>3,537,238</b>	<b>3,858,453</b>	<b>3,519,433</b>	<b>3,988,717</b>	<b>4,625,075</b>	<b>4,233,944</b>
<b>Revenues</b>						
* Central Rate Charges to Other Funds	22,246,124	23,419,580	23,419,580	22,896,641	23,750,122	24,462,626
* Business Continuity	601,111	398,823	398,823	445,894	468,189	491,598
* One-time Rebate				(200,000)	(500,000)	
* Bond Proceeds			1,321,136			
* New Development/Projects	863,540	1,867,120	1,867,120	1,743,061	1,795,353	1,849,213
* Rates for Equipment Replacement	1,678,133	525,041	525,041	566,135	1,778,821	1,867,762
* GF transfer (Enterprise Licensing)	898,806	897,517	897,517	900,083	900,083	900,083
* Misc. Revenue (incl. Ext. Customers & ITS OH Chrgs)	1,552,402	1,400,414	1,400,414	1,372,039	1,413,200	1,455,596
<b>Total Revenues</b>	<b>27,840,116</b>	<b>28,508,495</b>	<b>29,829,631</b>	<b>27,723,854</b>	<b>29,605,768</b>	<b>31,026,879</b>
<b>Expenditures</b>						
* Operating Expenditures	(25,873,296)	(28,889,627)	(28,889,627)	(25,968,969)	(26,748,038)	(27,550,479)
* 2008 Budget Carryover			(392,791)			
* Bond Payments				(964,892)	(1,926,846)	(1,926,846)
* Transfer to ITS Capital Fund - EW Eq. Replacement	(1,684,624)	(525,041)	(525,041)	(566,135)	(1,778,821)	(1,867,762)
<b>Total Expenditures</b>	<b>(27,557,920)</b>	<b>(29,414,668)</b>	<b>(29,807,459)</b>	<b>(27,499,996)</b>	<b>(30,453,705)</b>	<b>(31,345,087)</b>
<b>Estimated Underexpenditures <sup>4</sup></b>		441,220	447,112	412,500	456,806	470,176
<b>Other Fund Transactions</b>						
Central Rates Adjustments	(300,000)					
<b>Total Other Fund Transactions</b>	<b>(300,000)</b>			0	0	0
<b>Ending Fund Balance</b>	<b>3,519,433</b>	<b>3,393,500</b>	<b>3,988,717</b>	<b>4,625,075</b>	<b>4,233,944</b>	<b>4,385,912</b>
<b>Reserves &amp; Designations</b>						
* Planning and Moving Data Center	(587,000)					
* Business Continuity	(798,132)	(555,182)	(555,182)	(555,182)	(555,182)	(555,182)
* Compensated Absences <sup>5</sup>	(1,307,564)	(1,955,878)	(2,539,311)	(2,601,183)	(2,731,243)	(2,867,805)
* Reserve for Encumbrance	(392,791)			(643,710)		
<b>Total Reserves &amp; Designations</b>	<b>(3,085,487)</b>	<b>(2,511,060)</b>	<b>(3,094,493)</b>	<b>(3,800,075)</b>	<b>(3,286,425)</b>	<b>(3,422,987)</b>
<b>Ending Undesignated Fund Balance</b>	<b>433,947</b>	<b>882,440</b>	<b>894,224</b>	<b>825,000</b>	<b>947,519</b>	<b>962,926</b>
<b>Target Fund Balance <sup>3</sup></b>	<b>826,738</b>	<b>882,440</b>	<b>894,224</b>	<b>825,000</b>	<b>913,611</b>	<b>940,353</b>

#### Financial Plan Notes:

<sup>1</sup> Actuals are taken from 14th month ARMS/IBIS

<sup>2</sup> 2011 and 2012 projected are based on 5% growth in the Internal O&M revenue and 12% growth in the IT Infrastructure revenue, 3% from other funds, and 3% growth in expenditure. ER collection will return at 2008 level in 2011

<sup>3</sup> Target fund balance is based on 3% of total expenditures

<sup>4</sup> Underexpenditure was assumed at 1.5% of total expenditures

<sup>5</sup> Compensated absences listed as a Long Term liabilities in CAFR. CAFR amount for 2007 is \$2,247,000 estimated to inc 5% annually

**2010 Proposed Budget for OIRM--Telecommunications  
5532/0433**

Code	Item Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>				
<b>GG</b>				
	2009 Adopted	2,299,928	8.00	0.00
	Status Quo**	43,384	0.00	0.00
	<b>Status Quo Budget</b>	<b>2,343,312</b>	<b>8.00</b>	<b>0.00</b>
<b>Contra Add Back</b>		<b>0</b>		
<b>Increased Efficiencies/Reduced Costs</b>				
CS01	Reduction in Maintenance Costs	(138,000)	0.00	0.00
		<b>(138,000)</b>	<b>0.00</b>	<b>0.00</b>
<b>Infrastructure Improvement Needs</b>				
RB01	Transfer to Telecom CIP - Equipment Replacement	458,142	0.00	0.00
		<b>458,142</b>	<b>0.00</b>	<b>0.00</b>
<b>Operational Shutdown Savings</b>				
CR45	Operational Shutdown Savings Contra	(27,304)	0.00	0.00
		<b>(27,304)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>				
TA50	Revenue Adjustments	0	0.00	0.00
CR01	Flexible Benefits	(4,512)	0.00	0.00
CR05	General Fund Overhead Cost Allocation	(3,502)	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(17,917)	0.00	0.00
CR08	Technology Services Infrastructure Charge	543	0.00	0.00
CR10	Office of Information Resource Mgmt Ops Charge/Rebate	(630)	0.00	0.00
CR11	Telecommunications Services	82,614	0.00	0.00
CR12	Telecommunications Overhead	(18,697)	0.00	0.00
CR25	Financial Services Charge	(59,203)	0.00	0.00
CR26	Retirement Rate Adjustment	(19,048)	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(72)	0.00	0.00
CR37	Facilities Management Strategic Initiative	42	0.00	0.00
CR39	COLA Adjustment	(376)	0.00	0.00
CR40	Merit Adjustment	(467)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(1,343)	0.00	0.00
		<b>(42,568)</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2010</b>		<b>250,270</b>	<b>0.00</b>	<b>0.00</b>
<b>2010 Proposed Budget</b>		<b>2,593,582</b>	<b>8.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

\*\*\* Please see Budget Transparency Section table at the end of the program plan pages for section information as identified in the Budget Transparency Ordinance No. 16445.

**OIRM--Telecommunications**



## **OIRM – Telecommunications**

The total 2010 Executive Proposed Budget for Telecommunications is \$2,593,582 and includes funding for 8.00 FTEs.

### **Increased Efficiencies/Reduced Costs**

**Reduction in Maintenance Costs – (\$138,000).** These reductions are due to a change in the government blue page listing costs in the Qwest directory and reductions in the voicemail system maintenance costs. Savings are reflected in the Telecommunications overhead rate charged to client agencies.

### **Infrastructure Improvement Needs**

**Transfer to Telecom CIP - Equipment Replacement – \$458,142.** This proposal represents a transfer of funds that are derived from the equipment replacement surcharge component of the Telecommunications rate to the equipment replacement capital project. Of this amount, \$208,142 is anticipated to be used for emergency replacement, and \$250,000 is to be used for the development of a business plan as well as total cost of ownership/return on investment analysis for the aging telephony system.

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$27,304).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Technical Adjustments**

**Central Rate Adjustment – (\$42,568).** This series of adjustments captures the net effect of countywide charges and results in a \$42,568 reduction in charges to OIRM Telecommunications. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive's commitment to creating an efficient government and making administrative reductions before direct service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

### **Information Technology (IT) Capital Projects**

This IT project is budgeted separately in Capital Fund 3781 and is included here to provide a full representation of budget changes related to OIRM-Telecommunications.

**OIRM Countywide Telephony System Replacement – \$250,000.** This project involves the development of a plan to replace the county's aging telephony environment with a reliable, stable, flexible network platform. King County's legacy Private Branch Exchange (PBX) network is aging and no longer supported by the manufacturer. Maintenance is available but spare parts and qualified technicians to support the legacy systems are becoming increasingly difficult to obtain. Multiple vendors and systems are cobbled together to provide a cohesive service to the county.

Risk to county operations is also increasing; should a system outage occur, telephone service interruptions could last from one day to two weeks. In order to ensure the stability and reliability of our telephony environment, this equipment must be replaced. In accordance with the OIRM Network Strategic Plan, OIRM intends to standardize the hardware and software for all telephone land line services internal to the County using Voice over Internet Protocol (VOIP) technology. This technology has been proven to be successful in the Chinook Building since 2007 as a managed IPT (Internet Protocol Telephony) service pilot. The overall goal of this project is to replace the aging PBX equipment to reduce risk, standardize the county's voicemail platforms on a single solution, install IPT in other county locations where cost effective, embrace future voice technology, and position King County for eventual countywide IPT deployment. This appropriation funds the development of a business plan as well as total cost of ownership/return on investment analysis for the telephony system.

### Telecommunications Fund / 5532

	2008 Actual <sup>1</sup>	2009 Adopted	2009 Estimated	2010 Proposed	2011 Projected <sup>3</sup>	2012 Projected <sup>3</sup>
<b>Beginning Fund Balance</b>	1,302,365	1,341,765	1,593,706	1,811,443	1,331,929	1,609,922
<b>Revenues</b>						
* Services to County Agencies	2,143,365	2,175,398	2,175,398	2,082,227	2,144,694	2,209,035
* Miscellaneous Revenues	20,253	25,000	25,000	20,000	20,000	20,000
* One-time Rebate				(300,000)		
* Surcharge for Equip. Replacement	273,262	285,516	285,516	279,810	279,810	279,810
<b>Total Revenues</b>	2,436,880	2,485,914	2,485,914	2,082,037	2,444,504	2,508,845
<b>Expenditures</b>						
* Operating Expenditures	(2,011,059)	(2,265,996)	(2,265,996)	(2,135,440)	(2,199,504)	(2,265,489)
* 2008 Budget Carryover			(2,239)			
* Transfer to ITS Capital Fund - Eq Replace.	(134,480)	(33,932)	(33,932)	(458,142)		
<b>Total Expenditures</b>	(2,145,539)	(2,299,928)	(2,302,167)	(2,593,582)	(2,199,504)	(2,265,489)
<b>Estimated Underexpenditures<sup>2</sup></b>		33,990	33,990	32,032	32,993	33,982
<b>Other Fund Transactions</b>						
* 2009 Proviso Response - Refund			(1,046,822)			
* 2009 Proviso Response - Transfer from CIP			1,046,822			
<b>Total Other Fund Transactions</b>	0	0	0	0	0	0
<b>Ending Fund Balance</b>	1,593,706	1,561,740	1,811,443	1,331,929	1,609,922	1,887,260
<b>Reserves &amp; Designations</b>						
* Equipment Replacement Reserve	(816,059)	(1,088,108)	(1,088,108)	(909,776)	(1,189,586)	(1,469,396)
* Compensated Absences	(126,955)	(133,303)	(133,303)	(139,968)	(146,966)	(154,315)
<b>Total Reserves &amp; Designations</b>	(943,014)	(1,221,411)	(1,221,411)	(1,049,744)	(1,336,552)	(1,623,711)
<b>Ending Undesignated Fund Balance</b>	650,692	340,329	590,032	282,185	273,370	263,550
<b>Target Fund Balance<sup>4</sup></b>	<b>251,382</b>	<b>283,249</b>	<b>283,249</b>	<b>266,930</b>	<b>274,938</b>	<b>283,186</b>

#### Financial Plan Notes:

<sup>1</sup> 2008 Actual is based on the final 14th month report.

<sup>2</sup> Estimated underexpenditure is 1.5% of operating expenditures.

<sup>3</sup> 2011 and 2012 Projected are based on 3% revenue and 3% expenditure annual increases.

<sup>4</sup> Compensated Absences grow at 5% in 2010, 2011 and 2012.

<sup>5</sup> Target fund balance is based on 1.5 month of operating expenditures.

**2010 Proposed Budget for Cable Communications  
0010/0437**

Code	Item	Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>					
<b>GG</b>					
		2009 Adopted	357,749	1.00	0.00
		Status Quo**	(6,871)	0.00	0.00
		<b>Status Quo Budget</b>	<b>350,878</b>	<b>1.00</b>	<b>0.00</b>
<b>Contra Add Back</b>			<b>0</b>		
<b>Annexations/Incorporations</b>					
AX04		North Highline Annexation (Revenue reduction \$127,194)	(13,423)	0.00	0.00
			<b>(13,423)</b>	<b>0.00</b>	<b>0.00</b>
<b>Operational Shutdown Savings</b>					
CR45		Operational Shutdown Savings Contra	(4,556)	0.00	0.00
			<b>(4,556)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>					
TA50		Revenue Adjustment of -\$117,408	0	0.00	0.00
CR01		Flexible Benefits	(564)	0.00	0.00
CR07		Technology Services Operations & Maintenance Charge	3	0.00	0.00
CR08		Technology Services Infrastructure Charge	21	0.00	0.00
CR10		Office of Information Resource Mgmt Ops Charge/Rebate	(79)	0.00	0.00
CR11		Telecommunications Services	(298)	0.00	0.00
CR12		Telecommunications Overhead	(215)	0.00	0.00
CR25		Financial Services Charge	(136)	0.00	0.00
CR26		Retirement Rate Adjustment	(2,101)	0.00	0.00
CR27		Industrial Insurance Rate Adjustment	(9)	0.00	0.00
CR35		Underexpenditure Contra	208	0.00	0.00
CR37		Facilities Management Strategic Initiative	5	0.00	0.00
CR39		COLA Adjustment	(42)	0.00	0.00
CR40		Merit Adjustment	(51)	0.00	0.00
			<b>(3,258)</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2010</b>			<b>(21,237)</b>	<b>0.00</b>	<b>0.00</b>
<b>2010 Proposed Budget</b>			<b>329,641</b>	<b>1.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

\*\*\* Please see Budget Transparency Section table at the end of the program plan pages for section information as identified in the Budget Transparency Ordinance No. 16445.

## **OIRM – Cable Communications**

The total 2010 Executive Proposed Budget for Cable Communications is \$329,641 and includes funding for 1.00 FTE.

### **Annexations/Incorporations**

**Annexation – (\$13,423) Expenditure.** On August 18, 2009, the residents of the southern portion of North Highline voted to annex to the City of Burien. The annexation is expected to be effective March 2, 2010. Because responsibility for providing local services to the approximately 14,350 residents of the area will shift to Burien, King County will experience savings across multiple agencies. The annexation will result in an allocated reduction of \$13,423 for Cable Communications for the last ten months of 2010.

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$4,556).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Technical Adjustments**

**Central Rate Adjustment – (\$3,258).** This series of adjustments captures the net effect of countywide charges and results in a \$3,258 reduction in charges to Cable Communications. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive's commitment to creating an efficient government and making administrative reductions before direct service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

## 2010 Proposed Budget for I-Net Operations 4531/0490

Code	Item Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>				
<b>GG</b>				
	2009 Adopted	1,832,859	10.00	0.00
	Status Quo**	1,198,573	0.00	0.00
	<b>Status Quo Budget</b>	<b>3,031,432</b>	<b>10.00</b>	<b>0.00</b>
<b>Contra Add Back</b>		<b>0</b>		
<b>Increased Efficiencies/Reduced Costs</b>				
CS01	Maintenance Budget Reduction	(42,900)	0.00	0.00
CS10	IT Reorganization	(179,706)	(2.00)	0.00
		<b>(222,606)</b>	<b>(2.00)</b>	<b>0.00</b>
<b>Infrastructure Improvement Needs</b>				
TA01	Equipment Replacement	792,490	0.00	0.00
		<b>792,490</b>	<b>0.00</b>	<b>0.00</b>
<b>Operational Shutdown Savings</b>				
CR45	Operational Shutdown Savings Contra	(24,849)	0.00	0.00
		<b>(24,849)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustments</b>				
TA02	Resource Adjustment	(65,994)	0.00	0.00
TA50	Revenue Adjustment	0	0.00	0.00
CR01	Flexible Benefits	(5,640)	0.00	0.00
CR05	General Fund Overhead Cost Allocation	2,574	0.00	0.00
CR07	Technology Services Operations & Maintenance Charge	(15,418)	0.00	0.00
CR08	Technology Services Infrastructure Charge	288	0.00	0.00
CR09	Geographic Information Systems Charge	(38)	0.00	0.00
CR10	Office of Information Resource Mgmt Ops Charge/Rebate	(787)	0.00	0.00
CR11	Telecommunications Services	(2,049)	0.00	0.00
CR12	Telecommunications Overhead	(290)	0.00	0.00
CR13	Motor Pool Usage Charge	(1,975)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	(1,072)	0.00	0.00
CR21	Debt Service Adjustment	(7,149)	0.00	0.00
CR25	Financial Services Charge	(67,791)	0.00	0.00
CR26	Retirement Rate Adjustment	(24,062)	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(90)	0.00	0.00
CR37	Facilities Management Strategic Initiative	29	0.00	0.00
CR39	COLA Adjustment	(3,478)	0.00	0.00
CR40	Merit Adjustment	(589)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(1,679)	0.00	0.00
		<b>(195,210)</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2010</b>		<b>349,825</b>	<b>(2.00)</b>	<b>0.00</b>
<b>2010 Proposed Budget</b>		<b>3,381,257</b>	<b>8.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2009 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

\*\*\* Please see Budget Transparency Section table at the end of the program plan pages for section information as identified in the Budget Transparency Ordinance No. 16445.

**I-Net Operations**

## **OIRM – I-Net Operations**

The total 2010 Executive Proposed Budget for Institutional Network (I-Net) Operations is \$3,381,257 and includes funding for 8.00 FTEs.

### **Increased Efficiencies/Reduced Costs**

**Maintenance Budget Reductions – (\$42,900).** This reduction results from the implementation of the Orion software system, which allowed for the discontinuation of eHealth Maintenance and the system monitoring service formerly obtained from Ericsson.

**IT Reorganization – (\$179,706) / (2.00) FTEs.** This proposal represents savings from efficiencies realized through IT reorganization. Two vacant positions, a system administrator and system engineer are removed from the budget. There will be no impact to I-Net services due to the reduction.

### **Infrastructure Improvement Needs**

**Equipment Replacement – \$792,490.** This proposal represents a transfer of funds to the I-Net equipment replacement capital project. This expenditure is needed in order to respond due to increased demand for bandwidth, data backup, and disaster recovery from customers. This investment will enhance capacity and service offerings and allow for increased revenues in future years due to both higher fees per user (for enhanced services), and an increase in use, which will be accommodated with enhanced bandwidth. Funding for this equipment replacement project will last for three years.

### **Operational Shutdown Savings**

**Operational Shutdown Savings Contra – (\$24,849).** In the face of the severe fiscal challenges across all county funds, the 2010 Executive Proposed Budget includes savings assumptions in an effort to preserve direct services. For 2009, savings were achieved through the implementation of a ten-day building and/or operational closure program, resulting in labor furloughs. The 2010 budget is balanced across all funds assuming that a similar level of savings will be achieved in each agency based on the furlough eligible employees as was adopted for 2009, including 2009 County Council amendments. The specific details of the 2010 plan are still under development, and discussions with labor unions and individual agencies are on-going. Specific plans describing how the 2010 savings will be achieved will be transmitted to the County Council in the coming weeks. To the extent that savings, from labor or other expenses, cannot be fully achieved through temporary and short term building and/or operational closures, the plan will describe additional programmatic reductions and the elimination of additional positions.

### **Technical Adjustments**

**Resource Adjustment – (\$65,994).** This proposal is a technical adjustment that aligns the loan-out labor account budget with actual spending.

**Central Rate Adjustments – (\$129,216).** This series of adjustments captures the net effect of countywide charges and results in a \$129,216 reduction in charges to I-Net. These reductions reflect efficiencies created by Executive agencies to reduce the cost of services they provide to other county agencies. These changes reflect the County Executive's commitment to creating an efficient government and making administrative reductions before direct service reductions. The efforts of central rate agencies to reduce costs are integral to the County Executive's strategy to address the General Fund deficit, and benefit all county agencies.

# I-Net Operations / 4531

	2008 Actual <sup>1</sup>	2009 Adopted	2009 Estimated	2010 Proposed <sup>1</sup>	2011 Projected <sup>7</sup>	2012 Projected <sup>7</sup>
<b>Beginning Fund Balance</b>	<b>1,570,145</b>	<b>1,297,221</b>	<b>1,580,825</b>	<b>1,648,668</b>	<b>1,334,181</b>	<b>1,628,718</b>
<b>Revenues</b>						
* Other Miscellaneous Revenue	2,433,243	2,394,859	2,453,326	2,540,788	3,186,644	3,280,442
* PEG fee (36705) <sup>2</sup>	565,507	376,992	546,638	434,452	339,570	296,155
* Interest Earnings <sup>6</sup>	40,214	32,431	26,874	23,906	21,347	37,461
<b>Total Revenues</b>	<b>3,038,964</b>	<b>2,804,282</b>	<b>3,026,838</b>	<b>2,999,146</b>	<b>3,547,561</b>	<b>3,614,058</b>
<b>Expenditures</b>						
* Operating Expenditures	(2,031,942)	(2,251,945)	(2,251,446)	(1,888,367)	(1,945,018)	(2,003,369)
* Bond Payment	(705,482)	(707,050)	(707,549)	(700,400)	(695,250)	(689,100)
* Planned Equipment Replacement				(792,490)	(679,144)	(571,378)
* 2008 Supplemental Request - Proviso Response	(290,861)					
* Budget reduction - I-Net business plan under review		1,126,136	1,126,136			
* 2009 Supplemental Request			(1,126,136)			
<b>Total Expenditures</b>	<b>(3,028,285)</b>	<b>(1,832,859)</b>	<b>(2,958,995)</b>	<b>(3,381,257)</b>	<b>(3,319,412)</b>	<b>(3,263,847)</b>
<b>Estimated Underexpenditures<sup>4</sup></b>				67,625	66,388	65,277
<b>Other Fund Transactions</b>						
<b>Total Other Fund Transactions</b>						
<b>Ending Fund Balance</b>	<b>1,580,825</b>	<b>2,268,644</b>	<b>1,648,668</b>	<b>1,334,181</b>	<b>1,628,718</b>	<b>2,044,206</b>
<b>Less: Reserves &amp; Designations</b>						
* I-Net Operating Reserve	(1,027,892)	(1,896,629)	(1,276,715)	(1,003,087)	(1,285,791)	(1,688,994)
* Compensated Absences <sup>3</sup>	(86,211)	(90,522)	(90,522)	(95,048)	(99,800)	(104,790)
<b>Total Reserves &amp; Designations</b>	<b>(1,114,104)</b>	<b>(1,987,150)</b>	<b>(1,367,237)</b>	<b>(1,098,135)</b>	<b>(1,385,591)</b>	<b>(1,793,785)</b>
<b>Ending Undesignated Fund Balance</b>	<b>466,721</b>	<b>281,493</b>	<b>281,431</b>	<b>236,046</b>	<b>243,127</b>	<b>250,421</b>
<b>Target Fund Balance<sup>5</sup></b>	<b>466,721</b>	<b>281,493</b>	<b>281,431</b>	<b>236,046</b>	<b>243,127</b>	<b>250,421</b>

## Financial Plan Notes:

<sup>1</sup> 2008 Actual is from the 2008 IBIS 14th month report.

<sup>2</sup> Assumed PEG fee change from 2008: 2008 - \$0.70 per month per subscriber, 2009 & 2010 - \$0.55 in accordance with Comcast agreement. The PEG fee revenue estimate was updated based on the updated household counts information from OMB (5/2009).

<sup>3</sup> Compensated Absences based on 2007 CAFR increased by 5% annually

<sup>4</sup> Estimated Underexpenditures is 2% of the operating expenditure.

<sup>5</sup> Target Fund Balance is equal to 1 1/2 months of Operating Expenses

<sup>6</sup> Interest earnings for 2011 and out years was based on OMB interest earnings forecast.

<sup>7</sup> 2010, 2011 and 2012 Estimated revenue is based on the status quo customer base as of 03/2009. 3% growth is assumed in expenditures. A new rate structure is scheduled to be introduced in 2011.